



**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

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AUDITOR-CONTROLLER

May 31, 2007

TO: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley *for*  
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – WASHINGTON  
HANCOCK GROUP HOME**

We have completed a review of Washington Hancock Group Home (Group Home or Agency) operated by Washington Hancock Home for Girls, Incorporated. The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Washington Hancock Group Home is a six-bed facility, which provides care for girls ages 6-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Washington Hancock Group Home was providing services for six DCFS children.

Washington Hancock Group Home is located in the Second District.

**Scope of Review**

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

*"To Enrich Lives Through Effective and Caring Service"*

### **Summary of Findings**

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to repair the broken window and window screen in the recreation room and remove all writing from the furniture and walls in the children's bedrooms.

Attached is a detailed report of the review.

### **Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:bg

### **Attachments**

c: David E. Janssen, Chief Administrative Officer  
Patricia S. Ploehn, Director, DCFS  
Robert B. Taylor, Chief Probation Officer  
Jacqueline L. Washington, Executive Director, Washington Hancock Group  
Home  
Public Information Office  
Audit Committee

**Washington Hancock Group Home  
517 W. 48th Street  
Los Angeles, California 90037  
Phone: (323) 235-0940  
License Number: 191871149  
Rate Classification Level: 7**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Washington Hancock Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the window and window screen in the recreation room is broken.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. However, there is writing on the furniture and walls in the bedrooms. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Washington Hancock Group Home management:**

- a. Repair the window and window screen in the recreation room.**
- b. Remove all writing from the furniture and walls in the children's bedroom.**

## **II. Program Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include short and long term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

#### **Recommendations**

**There are no recommendations for this section.**

## **III. Educational and Emancipation Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

#### **Recommendations**

**There are no recommendations for this section.**

#### **IV. Recreation and Activities**

##### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

##### **Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

##### **Recommendations**

**There are no recommendations for this section.**

#### **V. Psychotropic Medication**

##### **Method of assessment – Review of relevant documents**

##### **Comments:**

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

##### **Recommendations**

**There are no recommendations for this section.**

#### **VI. Personal Rights**

##### **Method of assessment –Interviews with children**

**Sample size: Two**

##### **Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that the staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

### **Recommendations**

**There are no recommendations for this section.**

## **VII. Clothing and Allowance**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose. The Group Home also provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

### **Recommendations**

**There are no recommendations for this section.**

To: Candace Rhue, Group Home Audit Supervisor  
Los Angeles County, Department Auditor-Controller

From: Washington-Hancock Home For Girls

RE: Corrective Action Plan For Audit – January 31, 2007

The Corrective Action Plan has been implemented as follows for the Washington-Hancock Group Home located at 517 W. 48<sup>th</sup> St., Los Angeles, CA 90037

1a. Recommendation

Repair the window and window screen in the recreation room.

Corrective Plan

The repair of the window and window screen have been done. Houseparents have been instructed to check windows and window screens daily for any damage. The Executive Director will monitor on a weekly basis to ensure that the windows and screens are not damaged.

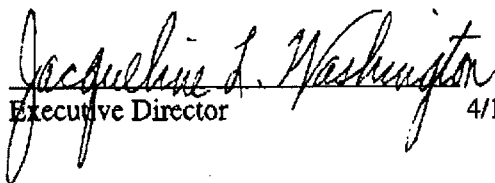
1b. Recommendation

Remove all writing from the furniture and walls in the children's bedroom.

Corrective Action

All writing on the furniture and walls in the children's bedroom has been removed. Houseparents have been instructed to check daily to ensure that there is no writing on the furniture and children's bedroom walls. The Executive Director will monitor on a weekly basis to ensure that there is no writing on furniture and the children's bedroom walls.

Jacqueline Washington will be responsible for monitoring the corrective plan.

  
Executive Director 4/12/07